

AMS/FAST CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 23-88

Date Received: June 11, 2023

Title: Real Property Templates & Samples

Initiator Name: Stacie Huelsbeck

Initiator Organization Name / Routing Code: Procurement Policy Branch, AAP-110

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Policy and Guidance: (Please check only one box)

- | | |
|---|---|
| <input type="checkbox"/> Policy | <input type="checkbox"/> Procurement Tools and Resources |
| <input type="checkbox"/> Guidance | <input checked="" type="checkbox"/> Real Property Templates and Samples |
| <input type="checkbox"/> Procurement Samples | <input type="checkbox"/> Procurement Clauses |
| <input type="checkbox"/> Procurement Templates | <input type="checkbox"/> Real Property Clauses |
| <input type="checkbox"/> Procurement Forms | <input type="checkbox"/> Other Tools and Resources |
| <input type="checkbox"/> Procurement Checklists | |

Summary of Change:

- (1) Remove and Replace Single Source Justification for Real Property- Revised to add new language under Legal Concurrence that states that Legal Review is not required for Emergency Actions.
- (2) Remove and Replace Solicitation for Offers (SFO) for RE- Updated with clause revisions as indicated in AMS Clause Change 115.
- (3) Remove and Replace Nine (9) Real Estate Contract Templates- Updated with clause revisions as indicated in AMS Clause Change 115.
- (4) Remove and Replace File Checklist- Standard Space Lease- Updated to add Foreign Ownership and Financing documentation to Section 5.
- (5) Add new Sample Letter- Annual Foreign Ownership and Financing Representations

Reason for Change:

- (1) SSJ update requested by AGC to clearly state that Legal Review is not required for Emergency Actions.
- (2) SFO for Real Property. Updated with clause revisions as indicated in AMS Clause Change 115.

(3) 9 RE Contract Templates. Updated with clause revisions as indicated in AMS Clause Change 115.

(4) File Checklist- Standard Space Lease. Updated to add Foreign Ownership and Financing documentation for high-security leased space as required in the Secure Federal LEASEs Act.

(5) Sample Letter added to implement Secure Federal LEASEs Act requirement for annual representation regarding foreign ownership and financing for high-security leased space.

Development, Review, and Concurrence: AAP, AGC, AAQ, APM, AXP

Target Audience: Real Property Acquisition Workforce

Briefing Planned: No.

ASAG Responsibilities: None.

Section / Text Location:

https://fast.faa.gov/RPF_Real_Property_Templates_Samples.cfm

(1) Under heading "Planning & Pre-solicitation"- Remove and Replace Single Source Justification Template for Real Property

(2) Under heading "Solicitation"- Remove and Replace Solicitation for Offers (SFO) for Real Property

(3) Under heading "Real Estate Contract Templates & Certifications"- Remove and Replace 9 Contract Templates.

(4) Under heading "Real Estate File Set Up & Misc."- Remove and Replace File Checklist- Standard Space Lease.

(5) Under heading "Sample Correspondence & Letters"- Add "Letter- Annual Foreign Ownership and Financing Representations."

The redline version must be a comparison with the current published FAST version.

☐ I confirm I used the latest published version to create this change / redline

or

☒ This is new content

Links: https://fast.faa.gov/RPF_Real_Property_Templates_Samples.cfm

Attachments:

Contract Template- Antenna and Equipment Space 115.docx

Contract Template- Off Airport Land Lease 115.docx

Contract Template- On Airport Land Lease 115.docx

Contract Template- On Airport MOA 115.docx

Contract Template- Outgrant License 115.docx

Contract Template- Outgrant Permit 115.docx

Contract Template- Perpetual Easement 115.docx

Contract Template- Restrictive Aerial Easement 115.docx

Contract Template- Standard Space Lease 115.docx

Letter- Annual Foreign Ownership and Financing Representations.docx

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Single Source Justification Template for RE.docx
Solicitation for Offer for RE.docx
Standard Space Lease- File Checklist.docx

Other Files: N/A.